

**LANDSCAPE ARCHITECTS SECTION**  
**Examining Board of Architects, Landscape Architects, Professional Engineers,**  
**Designers and Land Surveyors**  
**MINUTES**  
**MADISON, WISCONSIN**  
**February 14, 2002**

**PRESENT:** Jay Fernholz (by telephone), Bernie Abrahamson, Teresa Adler, Ruth G. Johnson and Rick Rettler

**STAFF PRESENT:** Katharine Hildebrand, Mary Forseth, Jan Bobholz; Wayne Austin, Mike Berndt and Patty Williams were present for a portion of the meeting

**CALL TO ORDER**

The meeting was called to order at 9:30 a.m. by Rick Rettler, Vice Chair. A quorum of 5 members was present.

**AGENDA**

**MOTION:** Jay Fernholz moved, seconded by Teresa Adler to adopt the agenda as printed. Motion carried unanimously.

**MINUTES (11/08/2001)**

The minutes should be amended as follows: Under "Discussion of Advertising Relating to Unlicensed Landscape Architects" the last word of the first paragraph should be changed to "injunction"; the topic heading "Draft Letter to Phone Companies" should be changed to "Discussion Regarding Yellow Pages Advertising".

**MOTION:** Jay Fernholz moved, seconded by Teresa Adler to accept the minutes as amended. The minutes were approved by consensus.

**ELECTION OF OFFICERS**

**MOTION:** Bernie Abrahamson moved, seconded by Teresa Adler, to unanimously nominate and elect Jay Fernholz as Chair. Motion carried unanimously.

**MOTION:** Bernie Abrahamson moved, seconded by Teresa Adler, to unanimously nominate and elect Rick Rettler as Vice-Chair. Motion carried unanimously.

**MOTION:** Bernie Abrahamson moved, seconded by Teresa Adler, to unanimously nominate and elect Ruth G. Johnson as Secretary. Motion carried unanimously.

## **ADMINISTRATIVE REPORT**

### **Bureau Director's Report**

Katharine Hildebrand introduced Mary Forseth as the new bureau director for the Bureau of Business and Design Professions, effective February 25, 2002. Hildebrand explained that she will become the public information officer and briefly explained her new duties.

### **Section Roster**

Discussion was held concerning length of terms for section members. Teresa Adler was informed that because she had served one term from May 1994 to July 1997 and was reappointed to a second term from July 1997 to July 1, 2001; she could not be reappointed to a third term. Hildebrand explained that the Governor's office considers time served from 2 to 4 years to be a full term. Teresa Adler can remain on the Section until a new professional member is appointed. Section members were encouraged to submit nominations to the Governor's office.

The Section thanked Teresa Adler for her dedication as a Board member.

Ruth G. Johnson stated that she felt that the Section was a very responsible group that worked well together.

Teresa Adler reported that her FAX # needed to be changed on the Roster.

### **2002 Meeting Dates**

Noted.

Teresa Adler and Ruth G. Johnson currently serve on the screening committee. A new member would need to be appointed to replace Teresa Adler. Jay Fernholz and Rick Rettler agreed to serve on a rotating basis, as needed.

### **Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules and Press Releases**

Noted

### **To-Do List**

Noted

### **Regulatory Digest Draft**

Rick Rettler will prepare an article regarding unlicensed practice advertising in the Yellow Pages.

### **Guidelines for Reviewing Applications**

**MOTION:** Ruth G. Johnson moved, seconded by Bernie Abrahamson, to approve the Guidelines for Reviewing Applications. Motion carried unanimously.

### **Proposal to Revise Experience Timeline on Application**

Patty Williams appeared before the Section to discuss the Experience Timeline (Form #1995) currently being used by all sections of the joint board. The Designer of Engineering Systems Section wishes to discontinue using the Experience Timeline (Form #1995). The Landscape Architect Section would like to keep using the form but, have it redesigned. Rick Rettler will prepare a draft for review.

### **LEGISLATIVE ISSUES**

Nothing to report.

### **ADMINISTRATIVE RULES**

Nothing to report.

### **SECTION MEMBER ACTIVITY**

Jay Fernholz indicated that he will be attending the CLARB regional meeting in Cincinnati, Ohio in March.

Teresa Adler indicated that she was appointed to the exam writing committee for CLARB and would be going to Nashville on February 15, 2002. The Section members offered their congratulations to Teresa on her appointment.

### **CLARB**

#### **New Watershed Quality Course**

The Landscape Architectural Registration Boards Foundation has introduced Engineering Methods and Techniques for Improving Watershed Quality as the latest addition to the Short Subjects for Design Professionals (Designer Shorts) continuing education program. This eight-hour course will maintain, improve, or expand the skill and knowledge of architects, engineers and landscape architects for restoring and protecting healthy watersheds.

#### **Continuing Education**

The Section directed Katharine Hildebrand to contact Buck Chafee at CLARB for an article regarding CLARB's role in continuing education, to be included in the Regulatory Digest.

## **PRACTICE ISSUES**

### **Practice Act Verses Title Act**

The Landscape Architect Association has started action to change Wisconsin's title act to a practice act. It was noted that 33 of the 46 states (with landscape architecture legislation) have a practice act versus a title act.

### **RECESS TO CLOSED SESSION**

**MOTION:** Teresa Adler moved, seconded by Bernie Abrahamson, to convene the meeting in closed session pursuant to Sections 19.85(1)(a), (b), and (f), Wis. Stats., to consider the licensing or discipline of a person licensed by this section or the investigation of charges against such a person. Specifically, to hold a Class One Hearing. Motion carried by a roll call vote; Teresa Adler - yes; Bernie Abrahamson - yes; Ruth G. Johnson - yes, Jay Fernholz - yes and Rick Rettler - yes.

Open Session recessed at 10:55 a.m.

### **RECONVENE IN OPEN SESSION**

**MOTION:** Bernie Abrahamson moved, seconded by Terry Adler, to reconvene in open session at 12:07 p.m. Motion carried unanimously.

The Section held a Class One Hearing for Charlene A. Kautz-Dupler.

### **Discussion with Division of Enforcement- Complaint Procedures**

The Section met with Mike Berndt to discuss the screening process regarding unlicensed practice and the closing of an unlicensed practice complaint. Mike Berndt informed the Section that the Screening Panel for Unlicensed Complaints was created to give the department a way to deal with unlicensed practice. He also instructed the Section to have the bureau director send a memo to the Division of Enforcement that an unlicensed practice complaint was closed and that the Section would like to reopen the case for review. The complaint will then be resubmitted to the Screening Panel. If the title of Landscape Architect is being used incorrectly, then the department can issue an administrative injunction to stop the individual from using the title.

Jay Fernholz will consult with other state boards at the CLARB regional meeting to determine how other states handle unlicensed practice.

### **Unlicensed Individuals Advertising in Yellow Pages**

Discussion was held regarding unlicensed individuals advertising in the Yellow Pages of telephone directories as "Landscape Architects". Mike Berndt indicated that the individual might not be aware that his/her name is appearing in the licensed landscape architect section of the Yellow Pages Directory. The Section should direct the Division of Enforcement to write a letter to companies publishing the Yellow Pages Directory that individuals who are not licensed as a "landscape architect" cannot be listed as a landscape architect.

### **EXAMINATION ISSUES**

Nothing to report.

### **MISCELLANEOUS CORRESPONDENCE/INFORMATION**

Nothing to report.

### **RECESS TO CLOSED SESSION**

**MOTION:** Teresa Adler moved, seconded by Bernie Abrahamson, to convene the meeting in closed session pursuant to Sections 19.85(1)(a), (b), and (f), Wis. Stats., to consider the licensing or discipline of a person licensed by this section or the investigation of charges against such a person. Specifically, to consider pending applications. Motion carried by a roll call vote; Teresa Adler - yes; Bernie Abrahamson - yes; Ruth G. Johnson - yes, Jay Fernholz - yes and Rick Rettler - yes.

Open Session recessed at 12:59 p.m.

The Section deliberated on pending applications.

### **RECONVENE IN OPEN SESSION**

**MOTION:** Bernie Abrahamson moved, seconded by Teresa Adler, to reconvene in open session at 1:35 p.m. Motion carried unanimously.

### **VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION**

### **CLASS ONE HEARING**

**MOTION:** Teresa Adler moved, seconded by Bernie Abrahamson, to deny the licensure application of Charlene Ann Kautz Dupler. Motion carried unanimously.

### **PENDING APPLICATIONS**

**MOTION:** Bernie Abrahamson moved, seconded by Teresa Adler to approve the eligibility application for the landscape architect examination of Thomas DiSalvo. Motion carried unanimously.

**MOTION:** Teresa Adler moved, seconded by Ruth G. Johnson to approve the licensure application by comity for Theodore Wolff. Motion carried unanimously.

### **ADJOURNMENT**

**MOTION:** Teresa Adler moved, seconded by Jay Fernholz, to adjourn the meeting at 1:40 p.m. Motion carried unanimously.